

DD/A SECURITY

Approved For Release 2000/05/16 : CIA-RDP81-00261R000200070008-9

DD/A 76-1666

2 April 1976

MEMORANDUM FOR: Director of Central Intelligence
FROM : John F. Blake
Deputy Director for Administration
SUBJECT : Acting DDA, 2-4 April 1976

1. This Directorate is holding an Office Directors' Conference at the [REDACTED] during the weekend 2-4 April 1976.

2. The undersigned and the Associate Deputy Director for Administration will be departing Headquarters at approximately 3:30 p.m. on 2 April, and will return to their residences at approximately 4:00 p.m. on Sunday, 4 April.

3. [REDACTED] Deputy Director of Personnel, will be the senior Directorate officer on duty at Headquarters during the above period. His office extension is 6825 and his home telephone number is 524-1578.

Signed: John F. Blake

John F. Blake

Distribution:

Original - DCI
1 - DDCI
1 - ER
1 - ES
1 - C/OPS Center
1 - Security Duty Office
1 - DCI Security
1 - DD/Pers

1 - DD/A Subject

1 - DDA Chrono

1 - JFB Chrono

1 - JFB:JFB:der (2 April 1976)

E2 IMPDET
CL BY 001777

Approved For Release 2000/05/16 : CIA-RDP81-00261R000200070008-9